

Centennial City Clerk Monthly Report AUGUST 2013

Activity

City Council Meetings

The City Clerk and Deputy City Clerk staffed three City Council meetings in August. Audio recordings of each meeting and approved minutes are available via the city's web site at www.centennialcolorado.com.

Elections

Petitions were submitted to the City Clerk by candidates for Mayor and City Council between August 6 and 26, 2013. All ten candidates submitted petitions that were found to be sufficient by the City Clerk, allowing for their placement on the November 5, 2013 ballot.

Senior Commission

The Senior Commission met for their monthly meeting on August 13, 2013.

Liquor Licensing

The Liquor Licensing Authority did not meet in August.

One application for a new Brew Pub liquor license was submitted in August by Blue Spruce Brewing Company, dba Blue Spruce Brewing, 5141 E. County Line Road Unit G. A public hearing was set for September 19, 2013.

One application for a new Beer & Wine liquor license was submitted in August by LTF Club Operations Company, Inc. dba Life Time Fitness, 5100 E. Dry Creek Road. A public hearing was set for October 3, 2013.

Three applications for Special Event Permits were received and processed in August. Stymie Canine Cancer Foundation was granted a permit for their event at DeKoevond Park, 6301 S. University on September 28th. The Littleton Hockey Foundation was granted a permit for their event at the South Suburban Ice Arena, 6580 S. Vine Street on September 29th. The Edelweiss Preservation Foundation was granted a permit for the City co-sponsored October Fest event at Centennial Center Park on October 5th & 6th.

Eleven (11) renewal applications were processed by the Deputy City Clerk in August.

Three (3) Special Occasion Alcohol Use Restriction Exemption applications were processed and approved by the City Clerk's office in August for Centennial Center Park.

Passports

Two-hundred sixty-nine (269) passport applications were accepted and sent to the U.S. Department of State in August. One-hundred sixty-five (165) photos were taken.

Public Records Request

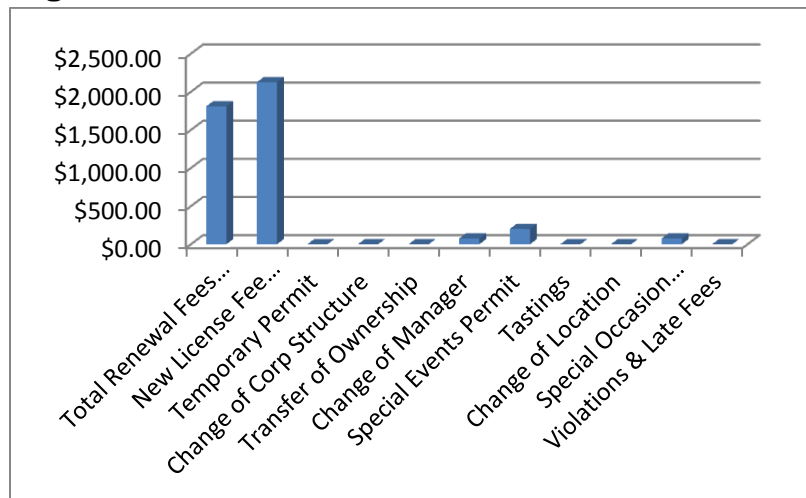
The City Clerk's office processed ten (10) public records requests in August. All requests were completed in a timely manner according to the Colorado Open Records Act.

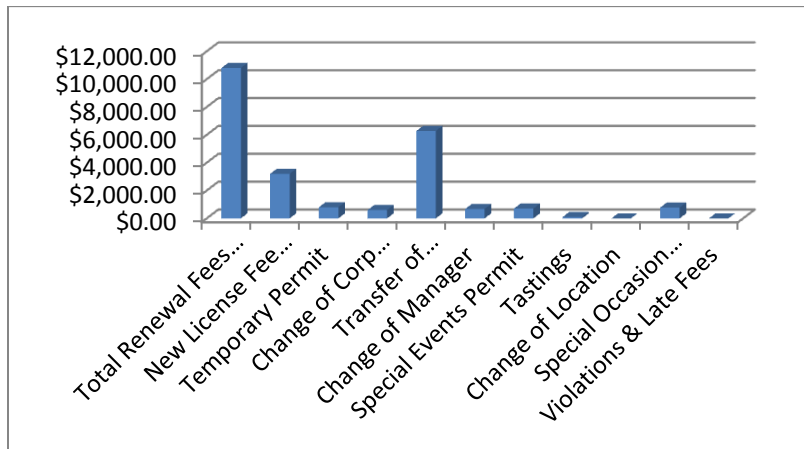
Fees

Liquor Licensing

Total Licensing Fees Collected August 2013: **\$4,281.25**

August 2013



Year to Date Fees Collected (2013): \$ 23,930.00**Passports**

Total Passport Fees Collected August 2013: **\$8,375.00**

Execution Fees to the City of Centennial: \$6,725.00

Photo Fees Collected: \$1,650.00

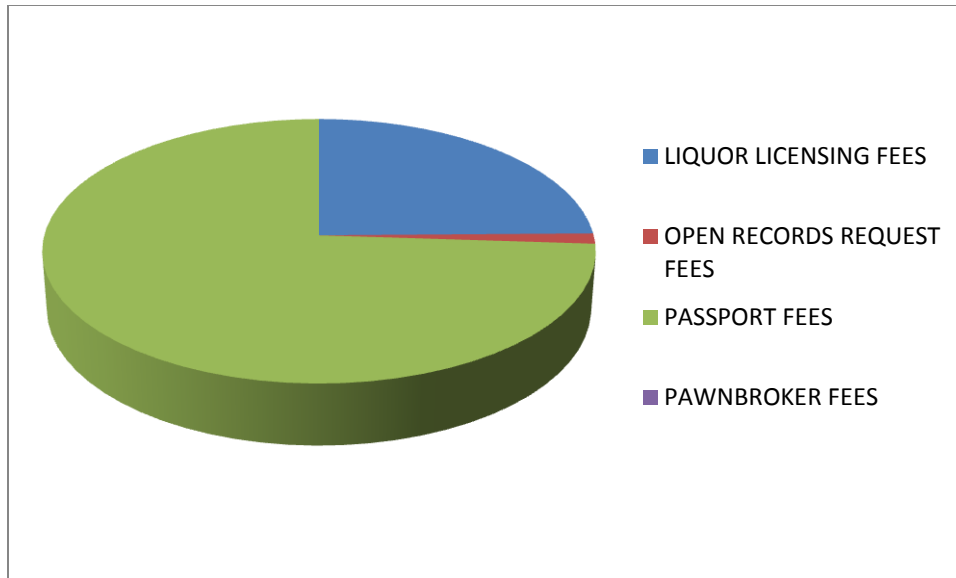
Public Records Request

Total Public Records Request Fees Collected August 2013: **\$964.00**

Year to Date Total Fees Collected 2013: **\$1,214.00**

Total Fees Collected by the City Clerk's Office Year to Date (2013): \$96,619.00

LIQUOR LICENSING FEES	OPEN RECORDS REQUEST FEES	PASSPORT FEES	PAWNBROKER FEES
\$23,930.00	\$1,214.00	\$71,475.00	\$0.00



Special Projects / Trainings

The Deputy City Clerk taught a Colorado Municipal Clerk's Association Records Management class at the City of Colorado Springs on August 23rd. The Records Clerk attended this class.